

**Regular Meeting Wednesday, March 8th, 2023
Country Ridge, 6:00 P.M.**

MINUTES

A regular meeting was held by the Housing Authority on Wednesday, March 8, 2023 at Country Ridge – 6:00 P.M.

Chair Janelle Wilk called the meeting to order at 6:01 p.m.

1. Roll Call

Members Present: Janelle Wilk – Chairwoman
 Dan DiVito – Vice Chairman
 Sharon Pratt – Resident Commissioner
 Denise Russ – Commissioner
 Carmine Verno – Commissioner

Absent:

Others Present: Russell Antonacci – Manager (arrived later)
 Lori Finke, Property Manager

2. Chairwoman’s Report

Chair Janelle Wilk reported: “Happy March” I would publicly like to thank Sharon Pratt again for bringing up the energy utility allowance at our last regular housing meeting. Because of that we held a special meeting on February 22nd and at that meeting there was discussion and action to change the utility allowance from 50 and 55 to 60 and 65. I would also like to publicly thank all of the commissioners for taking the time during the day to have this happen. That is all I have to say everything else would be on the agenda.

3. Approval of Minutes

a. Regular Meeting Truman Terrace, February 8th

A motion was made by Denise Russ, and seconded by Carmine Verno to approve the Regular meeting minutes of February 8, 2023.

Discussion: none.

By voice vote the motion was passed unanimously

b. Special Meeting via Zoom, February 22nd

A motion was made by Dan DiVito, and seconded by Sharon Pratt to approve the Special meeting minutes of February 22, 2023.

Discussion: none.

Aye: 3 Wilk, DiVito, Pratt

Nay: 0

Abstain: 2 Russ, Verno

By voice vote the motion was passed

4. Approval of bills paid for

a. March 2023

Discussion: none.

A motion was made by Denise Russ, and seconded by Carmine Verno to accept the bills for March 2023.

By voice vote the motion was passed unanimously

5. New Business

a. Discussion and possible action on sealed bids for Truman Terrace window project.

There are seven sealed bids and time stamped.

Contractor	Base Bid	Alternate 1	Alternate 2	Alternate 3 1.
1. AVT Construction Inc.	\$288,444	\$26,880	\$34,404	\$860
2. 4 You LLC.	\$294,760	\$21,450	\$17,643	\$1,680
3. A. Secondino & Son Inc.	\$422,726	\$38,875	\$24,070	\$3,737
4. AHOVA Home Improvement LLC.	\$277,936	\$22, 942	\$17,950	\$1,920
5. Stanley Construction LLC.	\$316,500	\$28,861	\$13,500	\$1,100
6. Complete LLC	\$291,400	\$21,000	\$17,500	\$1,950
7. Pelletier Construction Mgmt.	\$356,582	\$39,212	\$34,280	\$8,502

Chair Janelle Wilk stated this has been a long and ongoing process for everybody and did not want to make a quick decision tonight since we are all briefly looking at everything. She asked the commission if they wanted to review the information and then have a zoom meeting to award the bid.

Representatives from the three companies, Vlad from 4 You LLC, Hank from A. Secondino & Son Inc. and Stanley from Stanley Construction gave background on their company, projects done and their goals.

Russell Antonacci, Manager noted we had 3 bidders the last time we went through this exercise, one of the bidders had the proper window count and picked up on the issues with the supplier. They came back to the property, did a personnel count, and clarified the situation and supplied the correct number and that was Stanley Construction.

A motion was made by Dan DiVito, and seconded by Denise Russ to table the action on the sealed bids for Truman Terrace window project.

By voice vote the motion was passed unanimously

6. Property Manager's Report

Russ Antonacci, Manager reported on the changing of banking and stated we are in negotiations with Thomaston Savings Bank and Webster Bank and at our April meeting I will be able to provide a balance sheet.

Chair Janelle Wilk noted that Russ is an official signer for the Thomaston Savings Bank now.

Lori Finke reported:

1. Available apartments: three units at Buckingham Terrace, Truman Terrace has five that are open, we did fill one at Truman Terrace and Country Ridge and one relocated out of Truman.
2. Once the recertifications are done I will be able to make phone calls and get people in to show the open apartments.
3. It was brought up about the energy audits and I have spoken to Bantam Wesson and Eversource and they are both on board. They said now is a better time than two years ago due to incentives. They have already done Tier One at all three sites, next we can move to Tier Two and do audits.

7. Old Business

- a. Discussion and possible action on cameras and additional lighting.

Chair Janelle Wilk talked about stolen mail from mailboxes and some residents being bothered at their back door. We called the Police Department; it is nothing to be alarmed about and we need to be a little bit more aware. She noted we should look at additional lighting needed for safety and then maybe add some cameras in certain areas where there are problems.

Denise Russ asked would the Police Department be able to help.

Carmine Verno I am seeing the Chief tonight I will see if he wants to give suggestions on how to best be involved doing an assessment for lights and cameras and have a point of contact.

Sharon Pratt stated it was suggested by one of the tenants that we should have a camera in the community for tenants doing laundry at all hours because the doors do not lock.

Russ Antonacci, Manager I have been through it in all of my communities and I wanted everyone to understand what the limitations are. Cameras will not stop crime they will only allow us to witness it and I want to set clear expectations.

8. Resident Commissioner Report

Sharon Pratt reported:

1. Tenants have asked what the decision was as far as fixing the shingles that are coming off the roofs at Country Ridge?

Lori Finke, Property answered we are investigating it and we know who we need to call to get pricing, it is in the beginning stage.

2. The \$300.00 the RSC is getting for items for at all 3 sites, Cheryl always ordered in bulk and she asked if it could be done that way again to last longer. Whatever we get to split it up between the 3 communities.

Chair Janelle Wilk answered it can go back to the way it was.

Lori Finke, Property Manager stated I will look into it and purchase in bulk.

Sharon Pratt asked with the money saved if we could more decorations for the holidays.

4. The three bulletin boards that went into each of the halls the tenants are using them as they wish. One community is using it as memory board.

5. Sharon also noted that the bingo games have picked up,

Dan DiVito asked why the flag is not out.

Lori Finke, Property Manager stated it was due to the windy conditions and they would put up new ones in April. The old flags were donated to the American Legion.

9. Public Participation

Gerald Gilbert, Truman Terrace, A2 spoke.

10. Adjournment

A motion was made by Dan DiVito and seconded by Denise Russ to adjourn meeting at 6:56 p.m.

By voice vote the motion was passed unanimously

Janelle Wilk
Watertown Housing Authority